

**SHREWSBURY'S ELECTRIC LIGHT PLANT
&
SHREWSBURY'S COMMUNITY CABLEVISION**

COMMISSION MEETING

June 23, 2003 – 7:00 PM

MINUTES

**PRESENT: S. DAVIS
C. JEFFERSON, Jr., Chairman
R. LUTZ
J. TOMAIOLO
A. TRIPPI**

ABSENT: NONE

OTHERS

**PRESENT: T. JOSIE
F. PAIKA (Part-Time)
S. WILLIAMSON (Part-Time)**

1. Approve Bill Schedules

The bill schedules were reviewed and approved as presented.

2. Minutes – Light Commission Meeting – May 12, 2003

A motion:

To approve the minutes of the May 12, 2003 Light Commission meeting was made by J. Tomaiolo and seconded by A. Trippi.

After a brief discussion, the motion was voted unanimously to accept.

3. Cash Statements - May

A. Light

The Light Commission reviewed the May Cash Statements for Light. After a brief discussion, the cash statements were accepted as presented.

B. CATV

The Light Commission reviewed the May Cash Statements for CATV. After a brief discussion, the cash statements were accepted as presented.

4. Financial Statements - April

A. Light

The Light Commission reviewed the April Financial Statements for Light.

After a brief discussion, the financial statements were accepted as presented.

B. CATV

The Light Commission reviewed the April Financial Statements for CATV.

After a brief discussion, the financial statements were accepted as presented.

5. Electric Outages

T. Josie presented a report describing two significant electric outages for SELP's customers in the month of June.

On June 5th, a tree fell at the corner of Grafton Street and Eastwood Road damaging a pole and a 4.16KV primary conductor. Customers affected were on 3-4KV circuits in the center of town area. PLM will be reviewing the cause, the course of events and reliability of the system.

On June 10th, a dump truck, doing paving work on Grace Avenue, came in contact with secondary cable causing the top of the pole to break into two sections. Approximately 1,745 customers lost power.

6. Compensation Study/Annual Salary Adjustments

Sue Williamson was present to review the Compensation Study/Annual Salary Adjustment Program for 2003 with the Light Commission.

She commented that SELP/SCC's salaries are competitive with the market and internal relationships, established for internal equities, in line. She added that it is the General Manager's philosophy that the market data be the primary driver in the decision making and the internal equity be second helping to ensure that the positions are internally equitable.

Details of a performance/incentive program will be discussed in the fall.

After further review and discussion,

A motion:

To approve 2003 proposed salary schedule as presented was made by C. Jefferson, Jr. and seconded by A. Trippi

After a no discussion, the motion was voted unanimously to accept.

A motion:

To accept the report with the exception that we will look further into the incentives in the coming year was made by J. Tomaiolo and seconded by seconded by A. Trippi

After no further discussion, the motion was voted unanimously to accept.

S. Williamson reviewed the data in the report regarding the General Manager's salary with the Light Commission. She added that she would return to the Commission at a later date with information regarding the legalities of also giving him a tax deferred annuity as part of his compensation package.

A motion:

To increase the General Manager's salary to \$122,000 per annum plus an additional week of vacation for a total of five weeks and two additional personal days for a total of three days effective July 1, 2003 was made by R. Lutz and seconded by J. Tomaiolo.

After no further discussion, the motion was voted unanimously to accept.

7. Power Supply Cost and kWh Sales

T. Josie commented that this report is an update including the price and supply of natural gas, new power plant construction, the wholesale market in New England, the impact on SELP, kWh sales, etc.

The Commission reviewed the report.

8. Operating Brief

- F. Paika has given his notice and will be retiring this year. The plan will be to first advertise the position in the electric trade papers before investing in a recruiting firm to fill the position.
- The new T-3 line will be up and running as of tomorrow.
- Long Distance – There are differing opinions amongst staff about whether or not SELP/SCC should continue with the service.

The Light Commission expressed their appreciation to June Tomaiolo for her valuable contribution during her 10 ½ (*appointed August 12, 1993*) years as a member of the Light Commission. Ms. Tomaiolo has decided not to seek reappointment on the commission. Her term expires June 30, 2003.

The next Light Commission meeting will be scheduled as needed.

A motion,

To adjourn the meeting was made by C. Jefferson and seconded by A. Trippi.

After no further discussion, the motion was voted unanimously.

Respectfully submitted,

Robert F. Lutz, Clerk
Shrewsbury's Light Commission